



Dear Parent,

School Attendance Regulations Updated 2021

Hornbill School works in partnership with parents to provide the best education for every child and believes that regular attendance throughout the year is essential to every child's success.

Prior to 1st September 2013, regulations allowed for pupils to be granted 10 school days of leave in special circumstances. These regulations also made specific reference to holidays as a reason for granting a leave of absence. In the case of MOD schools leave was also granted for post deployment circumstances.

However, from 1st September 2013, The Education (Pupil Registration) Regulations has removed all references to family holidays, extended leave and the 10-day statutory threshold. As a school we are now only able to authorise extended leave in **exceptional circumstances**. The full regulation updates can be found on the GOV.UK website at:

<https://www.gov.uk/school-attendance-absence>

UK Law - Whilst we are here in Brunei we still remain subject to UK Law, part of which stipulates that children have to be in school for 190 days every year. This is not guidance or a suggestion, it is the **law**. This fact has been conveyed to all parents during the new children induction. Hornbill School holiday periods are planned to reflect this law, and as a result **all** children must attend school during term time.

Absences - The only authorised absence periods from school are the published School Holiday periods. Absences due to sickness are to be reported to the school immediately.

Exceptions - There are of course occasions when there is a valid reason - an exceptional case - where your child should be away from school for longer than the authorised absence periods. These will continue to be considered on a case by case basis. An exceptional case does not include: the service personnel being granted more leave from work than the school holidays; travel to Nepal or the UK to visit relatives/ home/ friends. All requests of exceptional leave **must** be accompanied by a letter from your chain of command.

COVID 19 - During the first wave of the COVID-19 pandemic, the Education Act was amended to remove the ownership of statutory schooling from parents. However, this was amended and schools who are open fully must now have a full attendance.

Hornbill School & Treetops Setting are part of the MOD's Defence Children's Service (DCS).



To avoid any unauthorised absence we have changed the school calendar to accommodate requests from parents, and due to this additional leave outside of these designated school holidays cannot be authorised unless there are exceptional circumstances.

I strongly urge you to always consult with the school at least four weeks before making any plans that may involve a pupil's planned absence from lessons.

Yours sincerely,

Craig Gill
Headteacher

